

HISTORIC PRESERVATION COMMISSION 01/12/2026

Date: January 12, 2026 | 1:00 pm
Present: Crystal Aulbur, Carl Brauner, Mary Sheridan, Robert Wise, and Warren Hollrah.
Also present: Council Liaison Nancy Hanson, Superintendent of Utilities/City Engineer Darrell Dunlap, Asst. Superintendent of Utilities Anna Zerr, and City Clerk Kathie Ratliff
Absent: None
Location: Fulton City Hall

DISCUSSION

1. CALL TO ORDER

The meeting was called to order at 1:00 p.m.

2. ROLL CALL

There were five members present. Quorum met.

3. COMMENTS FROM VISITORS

There were no comments from visitors at this time.

4. APPROVAL OF MINUTES

Decision: Motion was made by Brauner and seconded by Sheridan to approve the minutes for the November 3, 2025 meeting. All in favor. Motion carried.

5. UNFINISHED BUSINESS

Letter Mailer

The Commission continued discussion of the draft letter to property owners in historic districts and on the National Register. The Commission agreed the letter will explain that participation is **optional**, will not imply designation or automatic inclusion, and will focus on education, recognition opportunities, and an invitation to the preservation event.

March Historic Preservation Event

The Commission finalized plans for a Historic Preservation recognition and outreach event scheduled for April 15, 2026, featuring an educational presentation and recognition of historic preservation efforts within the community. The event will be free and open to the public and is intended to increase awareness of historic preservation resources and recognition opportunities.

Sean Cockrum, Venue Manager for the Playhouse on Court Street, provided an overview of venue availability, capacity, and general rental considerations for the proposed preservation event. The Commission received the information and discussed general timing and budget considerations.

The Commission discussed establishing two annual recognition awards, one honoring active preservation efforts and one recognizing advocacy for historic preservation. Nomination criteria and forms will be drafted for Commission review, with outreach and promotional efforts coordinated in advance of the event. Hollrah will continue outreach to potential co-sponsors.

The Commission agreed to provide an informational update to the City Council at the February 10, 2026 meeting, with Chair Aulbur and Vice Chair Wise representing the Commission.

Other

There was no other unfinished business.

6. NEW BUSINESS

Certified Local Government (CLG) Flow Chart

The Commission reviewed a proposed Historic Preservation Commission review flow chart developed to address deficiencies identified during the CLG evaluation process. Discussion focused on the Commission's limited authority under the current ordinance, the absence of adopted design guidelines, and how those limitations affect the Commission's ability to review permits or renovation activities.

The flow chart reflects the Commission's current role under existing ordinance language and clarifies when review does and does not occur.

Decision: Motion was made by Hollrah and seconded by Wise to adopt the submitted flow chart for CLG submission. The motion carried unanimously.

Other

The Commission will continue discussion of next steps related to the CLG evaluation, grant opportunities, and future planning.

7. NEXT MEETING

The Historic Preservation Commission is scheduled to meet again on February 9, 2026, at 1:00 p.m.

8. ADJOURN

Decision: Motion was made by Hollrah and seconded by Brauner to adjourn at 2:08 p.m. All in favor. Motion carried

Respectfully submitted,
Kathie Ratliff
City Clerk